



# **State of Indiana Consolidated Annual Performance and Evaluation Report (CAPER)**

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**Program Year 2016  
July 1, 2016 to June 30, 2017**

**FINAL REPORT**

**Final Report**

September 28, 2017

**State of Indiana Consolidated  
Annual Performance and  
Evaluation Report (CAPER)  
for Program Year 2016,  
July 1, 2016 – June 30, 2017**

**Prepared for**

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# Electronic CAPER

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IDIS Version

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The 2016-2017 program year (PY2016) was the second year of the 2015-2019 Consolidated Plan cycle.

During the 2015-2019 strategic planning period, the top-level goals that guide funding allocations include the following:

**Goal 1.** Expand and preserve affordable housing opportunities throughout the housing continuum.

**Goal 2.** Reduce homelessness and increase housing stability for special needs populations.

**Goal 3.** Promote livable communities and community revitalization through addressing unmet community development needs.

**Goal 4.** Promote activities that enhance local economic development efforts.

The goals are not ranked in order of importance, since it is the desire of the State to allow each region and locality to determine and address the most pressing needs it faces.

This CAPER describes how the 2016-2017 allocation of federal Community Development Block Grant (CDBG), HOME Partnerships Program (HOME), the Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) helped fulfill those goals.

During PY2016, the state made progress in addressing commitment shortfalls. Deployment continued to be a primary focus during the program year, as prior year funds were and CDBG-DR funds were still being spent. This affected both CDBG and HOME fund deployment. Staff turnover added another complication to deployment of CDBG.

The state did not meet its expected annual goals for rehabilitation (both owner occupied and rental), because CDBG-DR funds were available and prioritized for that use. The more complicated programs, which require higher levels of staff involvement and technical assistance (new

construction, TBRA) also fell short of goals due to lack of staff capacity and a focus on deploying past program year and CDBG-DR funds.

As reported in the 2015 CAPER, the remaining CDBG deployment catch up was anticipated as:

- All remaining 2010-2014 funds in program year 2016. *During PY2016, \$28,244,277 of PY2014 funds were deployed. This represents the remainder of PY2014 un-allocated funds.*
- All remaining 2015 funds and most 2016 funds in PY 2017. *During PY2016, \$5 million of PY2015 funds were deployed. It was not possible to deploy most of PY2016 funds during the PY2016 program year due to the backlog of prior year funds. Instead, these will be deployed during PY2017 and PY2018.*
- All remaining 2016 funds, most 2017 in 2018. *For PY2017 and PY2018, an estimated \$25 million of PY2016 funds will be allocated.*

In addition, the State intends to allocate remaining CDBG-DR funds during PY17 as follows:

- \$5 million multifamily housing
- \$5.1 million for owner occupied rehabilitation and lead remediation activities (80% AMI)
- \$7.8 million for comprehensive revitalization
- \$2 million Promise Zone Revolving Loan Fund

There have been no HTF funds expended in PY2016. However, all the PY2016 funds were awarded to four projects. Agreements for those projects have now been finalized and the funds will be committed in the next coming month. PY2017 funds have also been awarded for four projects – as funding commitments are made, IHEDA will be able to commit those projects.

The CHDO set aside from 2013 and 2014 funds were in a sub-fund. Those funds have now been moved to Entitlement Funds. Those funds will be committed with the next project in IDIS.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Address Disaster Affected Community Needs	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	16	0	0.00%			
Address Disaster Affected Community Needs	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4	0	0.00%			
Address Disaster Affected Community Needs	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Rental units rehabilitated	Household Housing Unit	100	84	84.00%			

Address Disaster Affected Community Needs	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	150	188	125.33%			
Address Disaster Affected Community Needs	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	0	0		1	0	0.00%
Assist HIV/AIDS Residents Remain in Housing - TBRA	Non-Homeless Special Needs	HOPWA: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	580	217	37.41%	112	111	99.11%
Assist HIV/AIDS Residents with Housing - STRUM	Non-Homeless Special Needs	HOPWA: \$	Other	Other	1200	389	32.42%	208	197	94.71%
Build Nonprofit Housing Developer Capacity	Affordable Housing	HOME: \$	Other	Other	40	3	7.50%	20	3	15.00%
Create and Preserve Affordable Rental Housing	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	250	184	73.60%	250	126	50.40%

Create and Preserve Affordable Rental Housing	Affordable Housing	HOME: \$	Rental units rehabilitated	Household Housing Unit	250	36	14.40%	24	12	50.00%
Create Permanent Supportive Housing Opportunities	Homeless Non-Homeless Special Needs	HOME: \$	Housing for Homeless added	Household Housing Unit	100	0	0.00%			
Create Permanent Supportive Housing Opportunities	Homeless Non-Homeless Special Needs	HOME: \$	Other	Other	0	0		0	0	
Create/Preserve Affordable Owner Occupied Housing	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	125	4	3.20%	125	2	1.60%
Improve and Construct Public Facilities	Non-Housing Community Development	CDBG: \$	Other	Other	50	34	68.00%	35	0	0.00%
Improve Community Water and Wastewater Systems	Non-Housing Community Development	CDBG: \$	Other	Other	70	8	11.43%	70	8	11.43%
Improve Stormwater Systems	Non-Housing Community Development	CDBG: \$	Other	Other	35	0	0.00%	35	0	0.00%
Permanent Housing Placement	Non-Homeless Special Needs	HOPWA: \$	Other	Other	20	33	165.00%	20	33	165.00%
Preserve Affordable Owner Occupied Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	1100	167	15.18%	1100	0	0.00%

Prevent Homelessness	Non-Homeless Special Needs	ESG: \$	Other	Other	500	500	100.00%	500	500	100.00%
Provide Housing Information and Placement Services	Non-Homeless Special Needs	HOPWA: \$	Other	Other	2000	545	27.25%	250	242	96.80%
Provide Operating Support for Shelters	Homeless Non-Homeless Special Needs	ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	50000	11900	23.80%	5000	5000	100.00%
Provide Outreach to Persons who are Homeless	Non-Homeless Special Needs	ESG: \$	Homelessness Prevention	Persons Assisted	1200	1830	152.50%	1000	1000	100.00%
Provide Planning Grants to Local Government/CHDOs	Non-Housing Community Development	CDBG: \$ / HOME: \$250000	Other	Other	200	30	15.00%	200	12	6.00%
Provide Rapid Re-Housing	Non-Homeless Special Needs Non-Housing Community Development	ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	8000	1354	16.93%	7000	0	0.00%
Provide Services to HIV/AIDS Residents	Non-Homeless Special Needs	HOPWA: \$	Other	Other	1	0	0.00%	1400	0	0.00%
Provide Tenant-Based Rental Assistance	Homeless Non-Homeless Special Needs	HOME: \$500000	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1000	200	20.00%	105	200	190.48%

Support Community Capital Needs	Non-Housing Community Development		Other	Other	0	0		1	0	0.00%
Support Community Development Activities	Non-Housing Community Development	CDBG: \$	Other	Other	1	0	0.00%	1	0	0.00%
Support Community Revitalization	Non-Housing Community Development	CDBG: \$	Other	Other	50	0	0.00%	50	0	0.00%
Support Facilities Serving HIV/AIDS Residents	Non-Homeless Special Needs	HOPWA: \$	Other	Other	1400	0	0.00%	2000	0	0.00%
Support Homeless Activities	Non-Homeless Special Needs	ESG: \$	Other	Other	1	0	0.00%	1	0	0.00%
Support Housing Activities	Internal Support	HOME: \$	Other	Other	1	0	0.00%	1	0	0.00%
Support Program Delivery--STRUM	Non-Homeless Special Needs	HOPWA: \$	Other	Other	1	0	0.00%	1	0	0.00%
Support Program Delivery--TBRA	Non-Homeless Special Needs	HOPWA: \$	Other	Other	1	0	0.00%	1	0	0.00%
Support Workforce Development	Non-Housing Community Development	CDBG: \$	Other	Other	20	0	0.00%	20	0	0.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The State of Indiana determines its high priority needs through a combination of economic analysis on housing and community development conditions and input from stakeholders and residents. During the five-year Consolidated Planning cycle, the following have consistently been top needs: affordable housing to assist the state's lowest income households, community and economic development in rural Indiana, housing for persons with disabilities and housing for persons who are homeless. During the development of the 2016 Action Plan, water and sewer infrastructure improvements were identified as a top need by stakeholders. Stakeholders also prioritized housing and public infrastructure improvements to assist persons with disabilities live in integrated settings.

In PY2016, the state began exploring how to broaden its program areas to better meet the needs of underserved residents.

Based on stakeholder and public input, IHEDA has expanded its focus on using HOME to support rental housing and to dedicate programs to assist persons with disabilities who need accessibility improvements. The agency also has a priority for Housing First projects. This effort is a result of public input that raised awareness of the needs of persons with disabilities and renters living in substandard housing. An analysis of the beneficiaries of CDBG-housing and HOME funds shows that non-White and Hispanic residents benefit disproportionately from rental programs, while white residents benefit from homeownership programs. A reallocation of funds into rental programs will help reach residents with the lowest incomes and the greatest housing needs.

As mentioned above, a continued priority of OCRA during PY2016 was deployment of prior year, unallocated funds . OCRA also added a workforce development program in PY2016 to better meet needs of under- and unemployed workers, yet this program was put on hold in PY2017 due to lack of interest. In addition, two new programs for funding allocations were approved in July 2016: Public Services and Special Economic Development Activities, to assist with deployment.

During PY2016, the state completed a best practices analysis that informed the allocation of CDBG in PY2017. This analysis found that among Indiana and its peer states, Indiana is about average for the proportion of CDBG used on acquisition and public service activities—neither more nor less “spendy” than its peers by this measure. Indiana, along with Minnesota, is unique for its ability to target funds towards activities that reduce blight.

Indiana differs from its peers by spending significantly less on economic development and housing. Colorado, Kentucky and Utah appear to be

the most innovative peers for economic development (specifically microenterprise) and housing funding. Utah's diverse distribution of funding to different types of housing activities is particularly distinct and a potential model if housing market pressures in Indiana increased.

This study will be used to establish funding priorities in future program years, particularly as OCRA expands its staff capacity during PY2017.

## **CR-10 - Racial and Ethnic composition of families assisted**

**Describe the families assisted (including the racial and ethnic status of families assisted).**

### **91.520(a)**

On average, since 1992, HOME dollars have benefitted the following residents by race and ethnicity:

- Rental unit construction: 87% white residents, 11% African American residents, 2% Hispanic residents, the balance other races/ethnicities;
- Homebuyer programs: 80% white residents, 13% African American residents, 6% Hispanic residents, 2% Asian residents, the balance other races/ethnicities;
- Homeowner repair: 94% white residents, 5% African American residents, 1% Hispanic residents, the balance other races/ethnicities;
- Tenant based rental assistance: 40% Asian residents, 33% white residents, 25% African American residents, 1% Hispanic residents, the balance other races/ethnicities.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	28,353,870	11,320,708
HOME	HOME	17,154,727	69,500
HOPWA	HOPWA	968,868	1,076,561
ESG	ESG	3,636,551	3,225,091
Other	Other	2,700,000	0

Table 2 - Resources Made Available

### Narrative

During PY2016, the state made progress in addressing commitment shortfalls. Past program year funds, as well as CDBG-DR, were a spending priority. As such, PY2016 were underspent, as demand for construction and rehabilitation of both housing and public facilities and systems were addressed with prior year funds.

The state did not meet its expected annual goals for rehabilitation (both owner occupied and rental), because CDBG-DR funds were available and prioritized for that use. The more complicated programs, which require higher levels of staff involvement and technical assistance (new construction, TBRA) also fell short of goals due to lack of staff capacity and a focus on deploying past program year and CDBG-DR funds.

As reported in the 2015 CAPER, the remaining CDBG deployment catch up was anticipated as:

- All remaining 2010-2014 funds in program year 2016. *During PY2016, \$28,244,277 of PY2014 funds were deployed. This represents the remainder of PY2014 un-allocated funds.*
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In addition, the State intends to allocate remaining CDBG-DR funds during PY17 as follows:

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## Narrative

Please see the uploaded CDBG map for the distribution of CDBG investments by program. The programs represented include:

- WDW—Wastewater and Drinking Water Infrastructure improvements,
- BCP—Blight Clearance Program,
- SIP—Stormwater Improvement Program, and
- MSRP—Main Street Revitalization Program.

Planning grants were distributed throughout the state. Wastewater/drinking water and stormwater investments are more prevalent in the northern portions of the state.

Publicly owned land was not used to leverage block grant funds during the program year. The last time land donation was recorded as leveraging CDBG was in 2006.

The State of Indiana does not prioritize the allocation of CDBG, HOME or ESG geographically. Instead, the State identifies the greatest needs for the State and nonentitlement areas overall and this information is used to guide the funding priorities for each program year. For local needs, the State relies on the information presented in block grant program funding applications.

OCRA CDBG scoring criteria consider community distress factors; communities with higher levels of stress as measured by several indicators will score higher on applications (factors include poverty level, vacant units, unemployment rate, labor force participation and home values). IHEDA includes a preference for application that attempts to reach low- and very low-income levels of area median income.

ESG allocates emergency shelter and rapid re-housing activities statewide; homeless prevention and outreach activities are more targeted geographically.

The HOPWA grant does rely on a geographic allocation, determined through the Continuum of Care regions. Within the State of Indiana there are 12 HIV Care Coordination Regions as established by the Indiana State Department of Health (ISDH.) IHEDA ensures that sponsor organizations in each eligible organization receive a portion of HOPWA funds to support assistance to Hoosiers with HIV and/or AIDs.

Each HOPWA sponsor was selected by a Request for Qualifications process that solicited applications from the Indiana Department of Health care coordination sites. HOPWA awards were then determined by meeting required thresholds and then based on their proposed budget needs, proposed activities, current housing needs and the ISDH-published HIV/AIDS epidemiology reports from the previous year.

The HOPWA activities that were funded: long-term rental assistance, long term program delivery short-term rental assistance, mortgage assistance, utility assistance (STRUM), short term program delivery, facility-based operations, permanent housing placement, housing information services, supportive

services and program administration.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Public land was not used to address needs. Other sources of leverage include:

- CDBG utilized \$3.3 million in state and local funds and \$446,000 in private funds.
- HOME match is summarized below.
- ESG, cash and in-kind donations. ESG match increased to \$3.65 million from \$2.9 million in PY2015. This shift in reliance on cash as a qualifying match may be due to a reduction in other types of public leverage due to state and local budget cuts.
- HOPWA leverage totaled \$2.7 million was largely in the form of case management services (public contribution, nearly \$2 million of the total) and grants (private contribution, about \$750,000). \$56,000 were cash donations, and \$108,000 were resident rent payments by client to private landlords.

The required match for ESG was \$3,166,835. Total match received was \$3,545,462; as such, the match was exceeded. ESG match consisted of: \$1,380,653 in in-kind contributions and \$2,270,129 in cash.

For HOME, the total match received was \$3,784,752. HOME requires a match of 25% of the total match received less environmental review costs. This equates to a match of \$173,750 in PY2016 expended funds. Hence, the match was exceeded.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	1,823,010
2. Match contributed during current Federal fiscal year	4,784,911
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	6,607,921
4. Match liability for current Federal fiscal year	4,288,682
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	2,319,239

**Table 3 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Artspace Projects Inc IDIS #30913	10/31/2016	0	0	55,000	0	0	0	410,500
Aspire Indiana IDIS #31145	01/06/2017	0	0	0	0	0	0	310,000
Black and White Investments LLC	09/06/2016	0	0	0	0	0	0	500,000
Blue River Services IDIS #31139	06/27/2017	0	0	0	0	0	0	512,385
Bona Vista Programs IDIS #N/A	07/25/2016	0	0	0	0	0	0	500,000
Community Action Program Inc of Western Indiana-1	06/14/2017	0	19,152	0	0	0	0	96,250

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Community Action Program Inc of Western Indiana-2	04/25/2017	0	0	0	0	0	0	300,000
Habitat of Humanity of Morgan County-1 IDIS #31142	01/05/2017	0	0	0	0	24,029	0	24,029
Habitat of Humanity of Morgan County-2 IDIS #31142	03/17/2017	0	0	0	0	20,524	0	20,524
Hamilton County Area Neighborhood Development IDIS #30915	08/24/2016	0	0	0	0	0	0	31,595
Housing Opportunities Inc IDIS #31140	04/19/2017	0	198,242	0	0	0	0	198,424

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
New Hope Services Inc IDIS #31163	03/22/2017	20,000	457,560	0	0	0	0	535,372
Sisters of St Benedict IDIS #31146	05/02/2017	0	0	0	0	0	0	141,922
Sunman Area Voluntary Endeavors IDIS #31047	05/23/2017	0	0	0	0	0	0	500,000
Vision Communities IDIS #30910	01/30/2017	0	0	0	0	0	0	300,000
Western Wayne Affordable Housing	07/07/2016	5,340	0	0	0	0	0	5,340

Table 4 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

<b>Program Income</b> – Enter the program amounts for the reporting period				
<b>Balance on hand at begin-ning of reporting period</b> \$	<b>Amount received during reporting period</b> \$	<b>Total amount expended during reporting period</b> \$	<b>Amount expended for TBRA</b> \$	<b>Balance on hand at end of reporting period</b> \$
164,225	783,908	783,908	0	164,225

**Table 5 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	231,809	0	0	20,650	0	211,159
Number	7	0	0	2	0	5
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	211,159	211,159	0			
Number	5	5	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 6 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 7 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 8 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	11,000	5,800
Number of Non-Homeless households to be provided affordable housing units	1,800	128
Number of Special-Needs households to be provided affordable housing units	650	5,899
<b>Total</b>	<b>13,450</b>	<b>11,827</b>

Table 9 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	1,800	126
Number of households supported through The Production of New Units	60	0
Number of households supported through Rehab of Existing Units	60	205
Number of households supported through Acquisition of Existing Units	60	0
<b>Total</b>	<b>1,980</b>	<b>331</b>

Table 10 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

Both OCRA and IHCD faced challenges deploying funds during PY2016, some related to staff turnover.

The activities that have been most successful in meeting the five-year goals have included: Tenant Based Rental Assistance and short term mortgage and rental assistance (HOPWA and ESG funded), owner occupied rehabilitation (CDBG-OOR), affordable rental new construction (HOME), shelter operations and homeless prevention (ESG). Funds are typically easier to deploy for these programs because they are smaller and assist persons directly.

IHCD continued to market its new Ramp Up program that provides accessibility improvements.

IHCD has continued to work toward committing HOME funds in IDIS. All HOME contracts follow HUD guidance defined under CPD Notice 15-09 and use the “conditional language” as provided by HUD. Contracts signed in PY2015 were reviewed by HUD headquarters and met the conditional commitment

requirements under the HOME program. Under the HOME rule, Participating Jurisdictions are unable to commit funds in IDIS until the project meets all the requirements outlined in CPD-15-09 and CPD-15-11 and the Environmental Review Record has been complete. IHEDA continues to issue “conditional commitments” and commits funds in IDIS once the ERR is complete and approved and the Release of Funds is finalized. IHEDA has continued to meet the commitment requirement and has shifted to two funding rounds a year to ensure that funds are continually being committed and disbursed.

### **Discuss how these outcomes will impact future annual action plans.**

During PY2016, the state made progress in addressing commitment shortfalls. Deployment continued to be a primary focus during the program year. As reported in the 2015 CAPER, the remaining CDBG deployment catch up was anticipated as:

- All remaining 2010-2014 funds in program year 2016. *During PY2016, \$28,244,277 of PY2014 funds were deployed. This represents the remainder of PY2014 un-allocated funds.*
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- All remaining 2016 funds, most 2017 in 2018. *For PY2017 and PY2018, an estimated \$25 million of PY2016 funds will be allocated.*

OCRA has made it a priority to boost regional staff knowledge and capacity about the block grant programs. In the 2016 program year, OCRA is increasing the number of site visits to potential applicants and offering more technical assistance. Regional liaisons are getting the same level of training, technical assistance and support to ensure a consistent delivery of program knowledge.

With this knowledge, regional staff are more intentionally marketing programs funded by CDBG. OCRA is also evaluating where knowledge gaps are occurring in the application process and how these can be remedied--in sum, OCRA is focusing on making CDBG funded programs easier to learn about and marketing them more actively at the regional level.

OCRA is also working to provide information about planned programs and funding much earlier in the application cycle. The goal is to make proposed program plans/Method of Distribution available much earlier in the Action Plan process; previously, there was only a one month notice about proposed program changes. This was a goal for the 2016 Action Plan but was not fully implemented due to staff turnover.

Another big change is one application for any CDBG-funded program. OCRA is in the process of compiling the requirements of seven different applications and combining them into one.

OCRA is also actively using its goals for program outcomes to help encourage regional staff to market CDBG programs.

OCRA is seeing early, positive returns on these efforts: A recent application fund to deploy prior year funds resulted in twice as many applications and programs to fund. As such, the state believes the demand for infrastructure program continues to exist and expects to improve deployment in remaining program years to more closely achieve its five-year goals.

IHCDA has also changed the HOME Homebuyer program to make entry into the program more streamlined. The Homebuyer round will be available to partners on a rolling basis, to allow interested applicants the ability to identify homebuyers and secure site control throughout the year.

IHCDA is also bolstering its training and technical assistance through webinars and a contract with the Indiana Association for Community and Economic Development (IACED). To ensure that subgrantees understand expected outcomes, IHCDA has begun providing Mayors/elected officials with a letter outlining the benchmarks against which the subrecipient will be measured, as well as expected outcomes. IHCDA is reviewing how to more efficiently deploy funds after a shift towards providing deeper affordability to very low income renters. At the time this report was prepared, \$7 million of 2014 HOME funds had conditional commitments under review by HUD.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	90
Low-income	149	600
Moderate-income	56	0
<b>Total</b>	<b>205</b>	<b>690</b>

**Table 11 – Number of Households Served**

**Narrative Information**

Numbers in the first table are generated from a combination of ESG eCart data and HOPWA data. For example, the number of homeless to be provided affordable units is from eCart data on the number of households served (table 7a).

The number of households served table shows households assisted with CDBG through owner-occupied rehabilitation (includes CDBG-OOR) and HOME rental new construction and rehabilitation. The source of the CDBG column was an internal report created by OCRA and reflects CDBG-D expenditures on rehabilitation.

Additional information on households served:

ELI renter = 88

ELI owner = 2

LI renter = 300

LI owner = 300

Moderate renter = 0

Moderate owner = 56

Middle income = 0

Homeless = 5,800 households assisted

215 households = 690

The number of households table: HOME Summary of Accomplishments, CDBG-D rehab data.

There have been no HTF funds expended in PY2016. However, all the PY2016 funds were awarded to four projects. Agreements for those projects have now been finalized and the funds will be committed in the next coming month. PY2017 funds have also been awarded for four projects – as funding commitments are made, IHCDCA will be able to commit those projects.

IHCDA's Board of Directors approved four HTF awards in PY2016. Each project will target ELI populations and be used to develop supportive housing. The four projects will provide a total of 29 HTF-assisted units. Each project has met the underwriting and financial requirements and will be committed in IDIS in the next coming month.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Street outreach programs continued to be funded to better connect homeless persons and families to services including emergency shelter, mainstream services and medical care.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The State of Indiana addressed the emergency shelter needs of homeless persons through direct provision of funding to shelters for operations and essential services (REMOVE and transitional housing providers) to support operations. These funds were used by shelters (REMOVE and transitional housing providers) for operating and maintenance costs, shelter lease costs, (REMOVE capital expenses), payment of utilities, purchases of equipment and furnishings, provision of security, as well as purchase of food.

This funding helps maintain the crisis response options in communities state-wide to ensure that no person has to live even for a short duration in a place not meant for human habitation. This funding furthers Housing First HUD priorities.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Households are offered limited/one-time financial assistance to prevent the loss of housing as well receive connection to mainstream resources intended to build the household's safety net for future support needs. The state does not necessarily give preferences for homeless prevention, but all agencies that received prevention funds serve address housing and social service needs.

Four regional planning councils developed plans with private hospitals and developed two medical respites. The CoC prioritized Frequent Users of System Engagement (FUSE) for supportive housing projects to target frequent users of emergency health

care systems. Projects share data matches with HMIS to identify medically vulnerable persons that are frequent users. The CoC implemented Coordinated Entry system in more regions. The assessment tool

identifies CH & vulnerable persons. CE implementation will include hospitals to triage persons experiencing homelessness to housing and will serve as discharge protocol for the multiple hospital systems within the BOS. The CoC is working with the state Medicaid agency to include language in the 3 MCO contracts to include discharge plan tied to housing options. The CoC and ESG funded projects will continue to work on strengthening our discharge plans with institutions.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Rapid re-housing activities include housing relocation and stabilization services and financial assistance with rent, utilities, arrears, and deposits. The function of these funds is to provide short-term assistance to individuals and families. The State offers shelters a version of RRH that did not include rental assistance, and instead covers one time assistance to support a direct connection from shelter to permanent housing including housing relocation and stabilization services, utilities, arrears, and deposits.

Sub-recipients that receive RRHP funds are required to create a Memorandum of Understanding (MOU) with shelters in their region to further strengthen the connection from emergency housing to permanent options including rentals with short/medium term subsidy.

Sub-recipients implementing Rapid Re-housing and Prevention services in their communities continued to be in a learning process this year as they familiarized themselves with the program model. A goal for this upcoming year is to develop a learning environment for RRHP providers to learn and share best practices with one another on a quarterly basis. Another goal for the upcoming year is to provide training for all HMIS users on recent and upcoming data standard changes.

A persistent barrier to the transition to permanent housing is lack of employment. This remains especially difficult in rural areas. Emergency shelters also reported that clients face challenges in moving from the shelter into permanent or transitional housing within the 40-day timeframe, which was the objective. Lack of affordable housing availability continues to be a key factor in extended lengths of stay in shelter while the housing search is in process.

The CoC overall prioritizes persons who are experiencing Chronic homelessness with housing first projects even at the emergency crisis shelters. We seek to provide projects with low barriers to entry to meet the needs of the most vulnerable including CH, families with children and unaccompanied youth. For this past fiscal year several service providers have been working especially hard to engage unaccompanied youth to get them rapidly rehoused with ESG RRH funds.



## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

IHCDA is a Section 8 public housing authority (PHA) and serves Housing Choice Voucher holders in many of the state's rural areas. IHCDA is a high performing PHA. IHCDA does not maintain public housing developments and, as such, its public housing needs are unlike a PHA that maintains an inventory of housing units.

Per 24 CFR 92.214 (a)(4), HOME funds may not be invested in public housing projects. HOME dollars can be used by nonprofits that partner with PHAs, and rental tax credits can be awarded to PHAs. However, IHCDA does not currently give PHAs preferences in rental tax credit awards.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

IHCDA continued the Section 8 HCVP Family Self Sufficiency Program (FSS). FSS is designed to enable families to achieve economic independence and self-sufficiency. By linking the Section 8 Housing Choice Voucher Program (HCVP) vouchers with the help of both private and public resources, families are able to receive job training, educational services and other much needed assistance over a five year period. The goal is to eliminate the family's need for public assistance and enhance their ability to achieve homeownership, if desired.

IHCDA does not currently market homebuyer programs specifically to PHA residents, although the agency would consider this approach.

### **Actions taken to provide assistance to troubled PHAs**

N/A; not provided.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

During PY2016, OCRA and IHCD completed an Assessment of Fair Housing, based on the state template that was released by HUD for public comment earlier this year. Public policies related to land use and zoning, fees and growth limitation are established at the local, not state, level. The study did not identify any significant regulatory barriers affecting residential investment at the state level.

Stakeholders, residents and public housing authorities were asked about barriers to housing choice in the surveys they completed for the study. Stakeholders mentioned very few public policies and potential negative effects on affordable housing and residential development; instead, they had many suggestions for improvements to existing housing and community development programs and practices. The most commonly mentioned suggestions included:

- Setting aside additional funding for home modifications;
- Re-establishing Section 8 homeownership program at the state and local level;
- Expanding accessibility and visitability requirements of publicly funded projects;
- Expanding the number of days families can stay in shelters;
- Fund a bedbug removal program;
- Consistently investing in small communities to build capacity and address local needs;
- Continuing and expanding liaison presence in rural areas so communities are aware of the resources available from the state; and
- Expanding investments and resources in rural areas.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

Although identified as obstacles in the past, lack of awareness of programs, difficulty expending funds because projects were not "shovel ready," and lack of familiarity with eligible activities was a major obstacle to meeting underserved needs in 2015—and, to some extent, continued to affect needs in 2016 as funds from past years continued to be deployed.

Other obstacles, both of which were raised by stakeholders include limited programs to address migrant farmworker housing needs and inaccessible housing stock in rural areas. Addressing farmworker housing is further complicated by the seasonal nature of the housing needed and concerns about subsidizing a private sector entity (growers). If local governments do not perceive a significant need in their communities, do not understand the process, or find the application process to be cumbersome, they may not apply for funding.

To address these needs, OCRA and IHCDCA enhanced their communications tools through regular (online) newsletters and in-person workshops and local government outreach.

Finally, IHCDCA conducted evaluations of several of its programs to examine where barriers in meeting needs occurred and the positive outcomes from the programs. Interviews to evaluate the homeownership rehabilitation program, for example, found that improved safety was a significant, positive outcome. This information will help IHCDCA target its marketing and outreach for programming to areas and populations where it is most valued.

As discussed in CR-45, OCRA began a new workforce development program during the program year to address the consistently identified need for rural workforce retraining and skill building. OCRA also evaluated the reasons for lack of fund deployment and began developing a plan to deploy prior year funds in 2016.

This obstacle will continue to be addressed in future program years through increased efforts to raise awareness of and provide technical assistance to potential applicants.

#### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Each recipient of a HOME award is subject to the HUD requirements of addressing lead-based paint hazards pursuant to 24 CFR Part 35. If a risk assessment is required, then all lead-based paint issues must be addressed. Lead-based paint controls and abatement costs are eligible activities in IHCDCA's HOME-funded rehabilitation programs.

Lead-based paint hazards are primarily addressed through CDBG and HOME funded rehabilitation activities. In addition, IHCDCA has been awarded the Lead Hazard Reduction Demonstration Grant through HUD. In partnership with the Indiana State Department of Health, IHCDCA will use the funds will for the identification of lead hazards in units occupied by children who have been lead poisoned or are at-risk of becoming lead poisoned; the remediation of the lead hazards through appropriate control or abatement procedures; and ancillary activities such as training, outreach, and casework. Healthy Homes funding will promote and develop coordination of the lead hazard control activities with other healthy homes steps. These and other activities include providing smoke detectors, providing carbon monoxide detectors, installing anti-scald devices on bathtubs and installing and/or checking handrails.

Using HOME dollars, IHCDCA also funds lead-hazard mitigation training as part of the CHDO operating support.

#### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The State of Indiana does not have a formally adopted statewide anti-poverty strategy. In a holistic sense, the entirety of Indiana's Consolidated Plan Strategy and Action Plan is anti-poverty related because a stable living environment is also a service delivery platform. However, many of the strategies

developed for the five-year Plan directly assist individuals who are living in poverty.

Indiana has a history of aggressively pursuing job creation through economic development efforts at the state and local levels. This emphasis on creating employment opportunities is central to a strategy to reduce poverty by providing households below the poverty level with a means of gaining sustainable employment.

Other efforts are also needed to combat poverty. Many of the strategies outlined in the Consolidated Plan are directed at providing services and shelter to those in need. Once a person has some stability in a housing situation, it becomes easier to address related issues of poverty and provide resources such as childcare, transportation and job training to enable individuals to enter the workforce. Indiana's community action agencies are frontline anti-poverty service providers. They work in close cooperation with State agencies to administer a variety of State and federal programs.

Education and skill development are an important aspect of reducing poverty. Investment in workforce development programs and facilities is an essential step to break the cycle of poverty. Finally, there continue to be social and cultural barriers that keep people in poverty. Efforts to eliminate discrimination in all settings are important. In some cases, subsidized housing programs are vital to ensure that citizens have a safe and secure place to live.

The State also utilizes the Section 3 requirement (a provision of the Housing and Urban Development Act of 1968). Section 3 applies to employment opportunities generated (jobs created) as a result of projects receiving CDBG or HOME funding through ORCA or IHCD, whether those opportunities are generated by the award recipient, a subrecipient, and/or a contractor. The requirements of Section 3 apply to all projects or activities associated with CDBG or HOME funding, regardless of whether the Section 3 project is fully or partially funded with CDBG/HOME. A detailed description of Section 3 requirements is included in OCRA/IHCD's award manual. A notice of Section 3 requirements is included in bid solicitations and is covered during the award trainings.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

During the program year, the state continued its initiatives to support institutional structure in nonentitlement areas and between the state and units of local government.

IHCD used its weekly RED notices to announce training and grant opportunities to nonprofit and private sector partners. OCRA continued regional workshops to promote new initiatives. The audience includes civic volunteers, mayors, council-members, county officials, members of the Indiana General Assembly, Main Street organizations, local and regional economic development officials (LEDOs), community foundation staff, convention and visitors bureau staff, educators, and youth program coordinators. OCRA also hosts exchanges to help build capacity for organizations who are working towards revitalizing the downtown in their community. ESG subrecipients continued to be required to create MOUs with all shelter providers, housing agencies, supportive service and health care providers

and provide a coordinated access point for housing and service delivery.

IHCDA and the High Performance Network held 10 webinars, January through June 2017, to build capacity and production for CHDOs. Topics included CDHO and board roles and responsibilities; how to address rental and homebuyer needs; how to access funding; and staffing/organization/preparing for projects.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

OCRA and IHCDA continued regular outreach to its private and public sector partners through regional staff, workshops and training and opportunities for feedback about program requirements and structure (through regional meetings, surveys, etc).

IHCDA held compliance training for rental property managers on June 13 and 14, 2017. In addition to regulatory compliance for the RHTC program, this training covered financing, fair housing laws, reasonable accommodations, and eviction processes and rules (good cause eviction).

Most of the effort to enhance coordination between housing and service providers occurred within the ESG program through participation in the Balance of State Continuum of Care (CoC) program. IHCDA presents its plan for administering ESG to the CoC Board, in addition to the entitlement cities. The CoC Executive Committee oversees the Memorandums of Agreement (MOA's) with IHCDA and service providers.

The HOPWA program works closely with 12 HIV Care Coordination Regions to ensure a fair approach in allocating HOPWA to the areas with the greatest needs (accounting for areas that already receive HOPWA through Indianapolis or neighboring states).

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

Please see the fair housing goals and metrics appended to this CAPER. In 2016, the state developed new action items to address impediments.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

**CDBG Monitoring.** OCRA conducts a monitoring of every grant project receiving HUD funds. Two basic types of monitoring are used: off-site, or “desk” monitoring and on-site monitoring. Desk monitoring is conducted by staff for non-construction projects. On-site monitoring is a structured review conducted by OCRA staff at the locations where project activities are being carried out or project records are being maintained.

OCRA evaluates recipients’ and subrecipients’ employment practices in order to determine whether or not EEOC guidelines are followed in advertising vacancies. The State’s field monitors review recipients’ civil rights files to determine if there have been any EEO complaints filed against a recipient within five years. The field monitors also review records of complaints and responses regarding alleged discrimination in the provision of program benefits.

### **IHCDA Monitoring.**

IHCDA conducts at least one monitoring of every grant project receiving CDBG and HOME funds. The recipient must ensure that all records relating to the award are available at IHCDA’s monitoring. For those projects determined to need special attention, IHCDA may conduct one or more monitoring visits while award activities are in full progress

Two basic types of monitoring are used: on-site monitoring and desk-top monitoring.

#### **On-site monitoring review.**

- Recipient will receive a confirmation letter stating date, time, and general monitoring information.
- On date of monitoring, IHCDA staff will need: files, an area to review files, and a staff person available to answer questions.
- Before leaving, IHCDA staff will discuss known findings and concerns, along with any areas that are in question.

#### **Desk-top monitoring review.**

- Community Development Representative or Community Development Coordinator will request information/documentation from award recipient in order to conduct the monitoring. IHCDA

staff will give approximately 30 days for this information to be submitted.

- IHCD staff will review information/documentation submitted and correspond via the chief executive officer the findings of the desk-top review. However, if during the course of the review additional information and/or documentation is needed, staff will contact the award administrator

**ESG** uses a combination of reports from HMIS and onsite visits. Annually, subrecipients outcomes are evaluated. Outcomes include: ESG rental assistance program sub-recipients--At discharge from program, 70 percent persons assisted will still be permanently housing. 60 percent of persons will increase or maintain their income. Emergency shelter operations, essential services and financial assistance: 56 percent persons will discharge to permanent housing, 55 percent of person's will increase or maintain their income. Transitional Housing properations, essential services and financial assistance--75 percent will discharge to permanent housing, 60 percent will increase or maintain their income. Outreach--50 percent of identified caseload will exit to a positive housing solution and 40 percent identified caseload will increase their income.

**HOPWA.** Consistent with HUD requirements, 50% of IHCD's HOPWA programs are monitored annually. If there are any findings or concerns from the monitoring, the subrecipient has 30 days from monitoring date to respond with corrections or action plans.

**HTF monitoring.** IHCD staff has updated the CDBG, HOME and HTF Program Manual in addition to the HUD-approved HTF Allocation Plan.

### **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

A copy of the notice announcing the availability of the CAPER for public review is appended to this section. The notice contained both English and Spanish. The notice was circulated to all funding partners via email; posted on IHCD's website; and published in 27 local papers.

The CAPER was available for public inspection and members of the public, including low and moderate income persons, were encouraged to review the CAPER online at [www.in.gov/ocra](http://www.in.gov/ocra) or in hard copy between the hours of 8:30 a.m. and 5 p.m., Monday, September 11, 2017 through Monday, September

24, 2017 at the Indiana Office of Community & Rural Affairs, One North Capitol, Suite 600 in Indianapolis.

Residents were able to mail, email or verbally (via a toll-free number) communicate comments on the CAPER.

No public comments were received.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

During the program year, the goals, objectives and priorities for the State of Indiana CDBG allocation did not change substantially.

Indiana has not utilized the Section 108 loan pool due to a lack of interest in the program. The program was marketed throughout the state, but OCRA failed to receive any official applications. OCRA is currently in the process of researching several possibilities to improve the program. Staff are investigating ways to utilize the funds for infrastructure (water, sewer, stormwater, and broadband). Based on the feedback from OCRA's 13 listening sessions, these issues were selected as one of the largest challenges facing rural Indiana. OCRA is planning to work with partners to find a structure to better utilize the funds.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

In PY2015, IHCD established an internal goal to begin collecting and tracking the results of on-site inspections; this was implemented mid-way through PY2016. The full inspection report is attached to this CAPER. In sum:

- 83 properties were inspected in PY2016. 4 HOME units were inspected at each property. An additional 20 properties were scheduled for inspection during PY2016 but were not completed and will be before 12/31/17.
- Of the 83 properties inspected, 15 had units that failed the inspection.
- The reasons for the failures were: exposed electrical, inoperable bath or range fans, inoperable emergency lights, missing batteries in smoke detectors, missing water heater safety valve, inoperable GFCIs, expired fire extinguisher, and damaged furnaces.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

All HOME and CDBG award recipients with rental or homebuyer projects containing five or more associated units must certify compliance with IHCD affirmative marketing procedures per the award agreement. Additionally the recipient must create an Affirmative Fair Housing Marketing Plan by using the HUD form 935.2A. The plan must be updated at least once every five years or more frequently when there are significant changes in the demographics of the local housing market area as described in the instructions for Part 9 on form. The recipient must identify the population(s) least likely to apply for housing and the outreach/marketing efforts that will be utilized to reach that population.

All CDBG and HOME award recipients are required to post the Fair Housing Opportunity poster at public buildings as evidence of the award recipient's fair housing policy. Also, if a sub recipient is associated with an IHCD award, the sub recipient must also post the poster in its offices. Finally, if the project involves a public facility or a building with a common area, such as a leasing office, the fair housing poster must be hung conspicuously at those locations as well. Copies of this poster may be obtained from your IHCD Real Estate Production Analyst or Compliance Auditor. Award recipients must also include the Fair Housing logo on all client correspondence (confirmation letters, brochures, leases, etc.)

This logo is available at the following HUD website:

<http://portal.hud.gov/hudportal/HUD?src=/library/bookshelf11/hudgraphics/fheologo>

Award recipients must provide all beneficiaries the HUD brochure entitled “You May Be A Victim Of...” Documentation of the client’s receipt of the brochure must be maintained in the client’s file. Therefore, the award recipient is responsible for creating a receipt form for the beneficiary to sign as receipt of the Fair Housing brochure.

The HOME Performance Report (PR23) estimates that about 20% of the completed HOME units are occupied by minority populations. Over half of the counties within Indiana are considered to be rural counties which is where the minority population are least likely to apply for housing. According to the 2015 Census Bureau for the State of Indiana, the minority population accounts for 19% of the State’s overall population which shows that marketing efforts to ensure minorities have access to HOME funded projects are effective.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

IHCDA receipts Program Income into IDIS as it is received. The PI is used to pay the next-HOME claim submitted for any non-administration and non-CHDO Operating Claims and is not set aside for any one particular type of project. PI may be used for rental –new construction, rental – rehabilitation, homebuyer-new construction, or homebuyer- rehabilitation. Owner information will vary dependent on the next claim in the que. Tenant information is submitted upon project completion.

For PY2016, \$783,906.70 was received as program income and drawn back into HOME funds for expenditure on affordable rental housing development in PY2017.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

In an effort to streamline the multifamily application process, IHCDA allows developers applying for Rental Housing Tax Credits (RHTCs) or Multifamily Private Activity Tax-Exempt Bonds (Bonds) to simultaneously request funds from the HOME Investment Partnerships Program (HOME). If a developer applies for RHTCs or Bonds for any development and wants to also access HOME funds, the developer completes the HOME Section of the “Multi-Family Housing Finance Application” and submit all necessary HOME attachments. HOME attachments (i.e. Historic Review, Environmental Review, Davis Bacon, Match, URA) must be submitted on or before the application deadline. Outside of this process, applications for HOME financing for a RHTC or Bond development will only be considered in accordance with IHCDA’s HOME application criteria. HOME funds cannot be committed to a development until all

necessary financing has been secured. In the event that an application is competitive for RHTCs or Bonds but either (1) the application fails the HOME threshold review; or (2) HOME funds are not available to award, IHCD will allow the applicant to submit additional information to identify other ways to fill the development's financing gap. Upon timely receipt of requested information, these applications will continue to be allowed to compete for an allocation of RHTCs or Bonds. If the potential development has an open HOME, Community Development Block Grant (CDBG), or Development Fund award, the applicant may request funding through the QAP; however, applicants must request approval at least 30 days prior to the application deadline and IHCD must approve this action. Requests will be reviewed and underwritten on a case-by-case basis.

During the 2016 program year, two RHTC projects with \$600,000 in funding were awarded HOME funds.

## CR-55 - HOPWA 91.520(e)

### Identify the number of individuals assisted and the types of assistance provided

Table for report on the one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.

<b>Number of Households Served Through:</b>	<b>One-year Goal</b>	<b>Actual</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	180	197
Tenant-based rental assistance	90	111
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	12	9
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	124	24

Table 12 – HOPWA Number of Households Served

### Narrative

The one-year and actual goals listed above reconcile with the HOPWA Performance and Planned Goal and Actual table in the HOPWA CAPER, Housing Subsidy Assistance columns. In addition to the above activities, HOPWA was used in PY2016 to assist 33 people with permanent housing placement.

Funding was also provided to assist with construction of new housing (estimated to support 20 housing units) and supportive services for 104 individuals and as well as housing information services for 209 individuals.

## CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER, submitted in *e-snaps*

**CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes**

**10. Shelter Utilization**

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	3,096
Total Number of bed-nights provided	2,642
Capacity Utilization	85.34%

**Table 24 – Shelter Capacity**

**11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)**

The Balance of State C of C has established the following performance standards for ESG grantees. Based on HMIS data, most of the C of C goals were met or exceeded in PY2016. Reasons why the outcomes fell short of the goals are noted.

- ESG program sub-recipients overall: **PY2016 outcome: 545 individuals were living in permanent housing 90+ days after exit, which was about 46 percent of all persons exiting the program. Overall, 43 percent were living in permanent housing.**
- ESG program sub-recipient that are that are emergency shelters are funded for operations,essential services and financial assistance: 50 percent of persons will discharge to permanent housing, 25 percent will increase their income. **PY2016 outcome: 42 percent discharged into permanent housing; 46 percent increased or maintained income at exit (excludes individuals for whom outcome was not known).**
- ESG program sub-recipients that are Transitional Housing programs that have activities:operations, essential services and financial assistance: 69 percent will discharge to permanent housing, 50 percent will increase their income. **N/A**
- ESG rapid rehousing sub-recipients: At discharge from program, 82 percent persons assisted will still be permanently housed. 65 percent of persons will increase their income. **PY2016 outcome for grantees with RRH activities: 88 percent discharged into permanent housing; 63 percent increased or maintained income at exit.** Because the state uses RRH as a bridge to PH not all clients are able to maintain income or increase due to various disabilities.
- ESG program sub-recipients that have outreach component: 50 percent of identified caseload will be permanently housed; 50 percent identified caseload will increase their income. **PY2016 outcome: 41 percent discharged into permanent housing; just 21 percent increased or maintained income at exit.** The main issue here is that clients who are served in Outreach are transient and often disappear before case workers can assist them in obtaining benefits.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	33,882	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	7,364	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	22,039	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	63,695
<b>Subtotal Homelessness Prevention</b>	<b>63,285</b>	<b>0</b>	<b>63,695</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	1,052,602	1,548,788	958,573
<b>Subtotal Rapid Re-Housing</b>	<b>1,052,602</b>	<b>1,548,788</b>	<b>958,573</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Essential Services	652,258	0	0
Operations	1,105,775	1,939,275	1,957,581
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>1,758,033</b>	<b>1,939,275</b>	<b>1,957,581</b>

Table 27 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Street Outreach	89,609	90,389	90,000
HMIS	0	0	0
Administration	0	163,596	155,242

Table 28 - Other Grant Expenditures

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2014	2015	2016
	2,963,529	3,742,048	3,225,091

Table 29 - Total ESG Funds Expended

**11f. Match Source**

	2014	2015	2016
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	364,546
Local Government	0	0	1,458,185
Private Funds	0	0	1,822,731
Other	1,850,000	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>1,850,000</b>	<b>0</b>	<b>3,645,462</b>

Table 30 - Other Funds Expended on Eligible ESG Activities

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2014	2015	2016
	4,813,529	3,742,048	6,870,553

Table 31 - Total Amount of Funds Expended on ESG Activities

# **Public Notices**

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**Draft Posting and Public Comments**

**AVISO DE REGISTRO  
DEL**

**INFORME 2016 Consolidated Annual Performance and Evaluation Report (CAPER)**

Para ver una versión en español de este anuncio de Aviso de Registro del Informe CAPER visite el sitio web [www.in.gov/ocra](http://www.in.gov/ocra), [www.in.gov/ihcda](http://www.in.gov/ihcda). Para traducciones al español de los documentos mencionados en este anuncio, escribir al Indiana Office of Community and Rural Affairs, c/o CAPER, One North Capitol, Suite 600, Indianapolis, Indiana 46204 o E-mail [sspergel@ihcda.IN.gov](mailto:sspergel@ihcda.IN.gov).

**NOTICE OF FILING  
OF**

**2016 Consolidated Annual Performance and Evaluation Report (CAPER)**

Notice is hereby given that the Indiana Office of Community & Rural Affairs (OCRA), and the Indiana Housing and Community Development Authority (IHCDA) will file their 2016 CAPER with the U.S. Department of Housing & Urban Development (HUD) on September 30, 2017

These programs are funded through the U.S. Department of Housing & Urban Development (HUD) under Title I of the Housing & Community Development Act of 1974 as amended. Annually, the state receives approximately \$45 million for housing and community development funds. This document governs the reporting of spending on activities.

The CAPER provides information on the expenditures on activities with regard to the Community Development Block Grant (CDBG) Program, the Home Investment Partnership (HOME) Program, the Emergency Solutions Grant (ESG) Program, and the Housing Opportunities for Persons with Aids (HOPWA) Program.

The Office of Community & Rural Affairs will have the CAPER available for public inspection prior to its submission. Members of the public are invited to review the CAPER prior to its submission during the hours of 8:30 a.m. to 5:00 p.m., Monday through Friday, September 11 through 24, 2017, at the Indiana Office of Community & Rural Affairs, One North Capitol, Suite 600, Indianapolis, Indiana 46204, and on OCRA's and IHCDA's websites at <http://www.in.gov/ocra> and <http://www.in.gov/ihcda/>. Information regarding the CAPER can be obtained by writing to: Office of Community and Rural Affairs, c/o CAPER, One North Capitol, Suite 600, Indianapolis, Indiana 46204-2027. Additional information may also be obtained via e-mail at [sspergel@ihcda.IN.gov](mailto:sspergel@ihcda.IN.gov)

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## Heidi Aggeler

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**From:** Indiana Housing & Community Development Authority <ihcda@subscriptions.in.gov>  
**Sent:** Monday, August 28, 2017 1:59 PM  
**To:** Heidi Aggeler  
**Subject:** PN 17-25: Notice of Filing of 2016 Consolidated Annual Performance and Evaluation Report (CAPER)



### Contact Person

**Samantha Spregel, MPA**  
Director of Real Estate  
Production  
Indiana Housing &  
Community Development  
Authority  
sspergel@ihcda.in.gov

### Spanish Version

VISO DE REGISTRO  
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Consolidated Annual  
Performance and  
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This email was sent to [aggeler@bbcresearch.com](mailto:aggeler@bbcresearch.com) using GovDelivery Communications Cloud on behalf of: Indiana Housing and Community Development · 30 South Meridian Street, Suite 1000 · Indianapolis IN, 46204 · (800) 872-0371





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To: IHCDAs Partners **Notice: PN-17-25**  
From: IHCDAs Housing Choice Voucher Program (Section 8)  
Date: August 28, 2017  
**Re: Notice of Filing of 2016 Consolidated Annual Performance and Evaluation Report**

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State of Indiana  
Lieutenant Governor  
Suzanne Crouch



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# HOPWA CAPER

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HUD Version



# **Housing Opportunities for Persons with AIDS (HOPWA) Program**

## **Consolidated Annual Performance and Evaluation Report (**CAPER**) Measuring Performance Outcomes**

**Revised 1/22/15**

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**OMB Number 2506-0133 (Expiration Date: 12/31/2017)**

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

**Overview.** The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives.

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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  - b. Annual Performance under the Action Plan
  - c. Barriers or Trends Overview
  - d. Assessment of Unmet Housing Needs

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1. Sources of Leveraging
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1. Housing Stability: Permanent Housing and Related Facilities
2. Prevention of Homelessness: Short-Term Housing Payments
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**PART 5: Worksheet - Determining Housing Stability Outcomes**

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- A. Information on Individuals, Beneficiaries and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, PHP, Facility Based Units, Master Leased Units ONLY)
- B. Facility-Based Housing Assistance

**Continued Use Periods.** Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitations are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing Section 7B of the CAPER, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

In connection with the development of the Department’s standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial

Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran’s Information, and Children’s Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

**Final Assembly of Report.** After the entire report is assembled, please number each page sequentially.

**Filing Requirements.** Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee’s State or Local HUD Field Office, and to the HOPWA Program Office: at [HOPWA@hud.gov](mailto:HOPWA@hud.gov). Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

**Record Keeping.** Names and other individual information must be kept confidential, as required by 24 CFR 574.440. However, HUD reserves the right to review the information used to complete this report for grants management oversight purposes, except for recording any names and other identifying information. **In the case that HUD must review client level data, no client names or identifying information will be retained or recorded. Information is reported in aggregate to HUD without personal identification. Do not submit client or personal information in data systems to HUD.**

**Definitions**

**Adjustment for Duplication:** Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	111
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units	24
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies	9
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year	0
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year	0
4.	Short-term Rent, Mortgage, and Utility Assistance	197
5.	Permanent Housing placement Services	33
6.	<b>Adjustment for duplication (subtract)</b>	(34)
7.	<b>TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)</b>	340

**Administrative Costs:** Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of total grant award, to be expended over the life of the grant. Project sponsor administrative costs are limited to 7% of the portion of the grant amount they receive.

**Beneficiary(ies):** All members of a household who received HOPWA assistance during the operating year including the one individual who qualified the household for HOPWA assistance as well as any other members of the household (with or without HIV) who benefitted from the assistance.

**Central Contractor Registration (CCR):** The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

**Chronically Homeless Person:** An individual or family who: (i) is homeless and lives or resides individual or family who: (i) Is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions. Additionally, the statutory definition includes as chronically homeless a person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days if such person met the other criteria for homeless prior to entering that facility. (See 42 U.S.C. 11360(2)) This does not include doubled-up or overcrowding situations.

**Disabling Condition:** Evidencing a diagnosable substance use disorder, serious mental illness, developmental disability, chronic physical illness, or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

**Facility-Based Housing Assistance:** All eligible HOPWA Housing expenditures for or associated with supporting facilities including community residences, SRO dwellings, short-term facilities, project-based rental units, master leased units, and other housing facilities approved by HUD.

**Faith-Based Organization:** Religious organizations of three types: (1) congregations; (2) national networks, which include national denominations, their social service arms (for example, Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and (3) freestanding religious organizations, which are incorporated separately from congregations and national networks.

**Grassroots Organization:** An organization headquartered in the local community where it provides services; has a social services budget of \$300,000 or less annually, and six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered

“grassroots.”

**HOPWA Eligible Individual:** The one (1) low-income person with HIV/AIDS who qualifies a household for HOPWA assistance. This person may be considered “Head of Household.” When the CAPER asks for information on eligible individuals, report on this individual person only. Where there is more than one person with HIV/AIDS in the household, the additional PWH/A(s), would be considered a beneficiary(s).

**HOPWA Housing Information Services:** Services dedicated to helping persons living with HIV/AIDS and their families to identify, locate, and acquire housing. This may also include fair housing counseling for eligible persons who may encounter discrimination based on race, color, religion, sex, age, national origin, familial status, or handicap/disability.

**HOPWA Housing Subsidy Assistance Total:** The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

**Household:** A single individual or a family composed of two or more persons for which household incomes are used to determine eligibility and for calculation of the resident rent payment. The term is used for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. Live-In Aides (see definition for Live-In Aide) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the CAPER.

**Housing Stability:** The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Part 5: Determining Housing Stability Outcomes* for definitions of stable and unstable housing situations.

**In-kind Leveraged Resources:** These involve additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the rate established in HUD notices, such as the rate of ten dollars per hour. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

**Leveraged Funds:** The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance are used directly in or in support of HOPWA program delivery.

**Live-In Aide:** A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. See the *Code of Federal Regulations Title 24, Part 5.403 and the HOPWA Grantee Oversight Resource Guide for additional reference.*

**Master Leasing:** Applies to a nonprofit or public agency that leases units of housing (scattered-sites or entire buildings) from a landlord, and subleases the units to homeless or low-income tenants. By assuming the tenancy burden, the agency facilitates housing of clients who may not be able to maintain a lease on their own due to poor credit, evictions, or lack of sufficient income.

**Operating Costs:** Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

**Outcome:** The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

**Output:** The number of units of housing or households that receive HOPWA assistance during the operating year.

**Permanent Housing Placement:** A supportive housing service that helps establish the household in the housing unit, including but not limited to reasonable costs for security deposits not to exceed two months of rent costs.

**Program Income:** Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

**Project-Based Rental Assistance (PBRA):** A rental subsidy program that is tied to specific facilities or units owned or controlled by a project sponsor or Subrecipient. Assistance is tied directly to the properties and is not portable or transferable.

**Project Sponsor Organizations:** Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

**Short-Term Rent, Mortgage, and Utility (STRMU) Assistance:** A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability. Grantees may provide assistance for up to 21 weeks in any 52 week period. The amount of assistance varies per client depending on funds available, tenant need and program guidelines.

**Stewardship Units:** Units developed with HOPWA, where HOPWA funds were used for acquisition, new construction and rehabilitation that no longer receive operating subsidies from HOPWA. Report information for the units is subject to the three-year use agreement if rehabilitation is non-substantial and to the ten-year use agreement if rehabilitation is substantial.

**Subrecipient Organization:** Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

**Tenant-Based Rental Assistance (TBRA):** TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

**Transgender:** Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

**Veteran:** A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

# Housing Opportunities for Person with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2017)

## Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

*Note: Please see the definition section for distinctions between project sponsor and subrecipient.*

*Note: If any information does not apply to your organization, please enter N/A. Do not leave any section blank.*

### 1. Grantee Information

<b>HUD Grant Number</b>  INH16F999	<b>Operating Year for this report</b> From (mm/dd/yy) 7/01/2016 To (mm/dd/yy) 6/30/2017			
<b>Grantee Name</b> <b>Indiana Housing and Community Development Authority</b>				
<b>Business Address</b>		30 S. Meridian Street, Suite 1000		
<b>City, County, State, Zip</b>		Indianapolis	Marion	IN 46204
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		35-1485172		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		086870479		<b>Central Contractor Registration (CCR):</b> Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:
<b>Congressional District of Grantee's Business Address</b>		IN-7		
<b>*Congressional District of Primary Service Area(s)</b>		IN-1, IN-2, IN-3, IN-4, IN-5, IN-6, IN-7, IN-8, IN-9		
<b>*City(ies) and County(ies) of Primary Service Area(s)</b>		cities: Gary, Valparaiso, Evansville, Ft. Wayne, Evansville, Terre Haute, Lafayette, Bloomington, Muncie, Lawrenceburg, South Bend, Elkhart  Counties: Boone, Hamilton, Madison, Hancock, Marion, Putnam, Hendricks, Morgan, Johnson, Shelby. (Indpls HOPWA)  KY/Louisville HOPWA: Washington, Scott, Clark, Floyd, Harrison		
<b>Organization's Website Address</b>  <a href="http://www.ihcda.in.gov">www.ihcda.in.gov</a>		<b>Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

\* Service delivery area information only needed for program activities being directly carried out by the grantee.

## 2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

*Note: Please see the definitions for distinctions between project sponsor and subrecipient.*

*Note: If any information does not apply to your organization, please enter N/A.*

Project Sponsor Agency Name AIDS Ministries		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Leeah Hopper		
Email Address	LHOPPER@AIDSMINISTRIES.ORG		
Business Address	210 S. WILLIAMS		
City, County, State, Zip,	SOUTH BEND		
Phone Number (with area code)	574-234-2870		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	35-1902136	Fax Number (with area code)	
DUN & Bradstreet Number (DUNS):	793023276		
Congressional District of Project Sponsor's Business Address	IN-2		
Congressional District(s) of Primary Service Area(s)	IN-2		
City(ies) and County(ies) of Primary Service Area(s)	cities: South Bend	Counties: St. Joseph, Elkhart, Marshall, Starke, Pulaski, Fulton	
Total HOPWA contract amount for this Organization for the operating year	\$144,134		
Organization's Website Address	<a href="http://www.aidsministries.org/">http://www.aidsministries.org/</a>		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		

<b>Project Sponsor Agency Name</b> ALIVENESS		<b>Parent Company Name, <i>if applicable</i></b> na	
<b>Name and Title of Contact at Project Sponsor Agency</b>		Tammy Morris, Executive Director	
<b>Email Address</b>		<a href="mailto:tmorrisap@aol.com">tmorrisap@aol.com</a>	
<b>Business Address</b>		5490 Broadway Suite L-3	
<b>City, County, State, Zip,</b>		Merrillville, Indiana, 46410	
<b>Phone Number (with area code)</b>		219-985-6170	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		35178024	<b>Fax Number (with area code)</b> 219-985-6097
<b>DUN &amp; Bradstreet Number (DUNs):</b>		800678740	
<b>Congressional District of Project Sponsor's Business Address</b>		IN-1	
<b>Congressional District(s) of Primary Service Area(s)</b>		IN-1	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		<b>Cities:</b> Gary	<b>Counties:</b> Lake, Porter, LaPorte
<b>Total HOPWA contract amount for this Organization for the operating year</b>		\$194,500	
<b>Organization's Website Address</b>		n/a	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <b>If yes, explain in the narrative section how this list is administered.</b>	

Project Sponsor Agency Name <b>NE Indiana Positive Resource Connection</b>		Parent Company Name, <i>if applicable</i>		
Name and Title of Contact at Project Sponsor Agency		Arien Dillon, Housing Coordinator		
Email Address		Arien@Positive Resource Center FW.org		
Business Address		525 Oxford Street		
City, County, State, Zip,		Fort Wayne IN 46806		
Phone Number (with area code)		260-744-1144		
		Ext 211		
Employer Identification Number (EIN) or Tax Identification Number (TIN)		31-1191147	Fax Number (with area code)	
DUN & Bradstreet Number (DUNs):		196314459		
Congressional District of Project Sponsor's Business Address		IN-3		
Congressional District(s) of Primary Service Area(s)		IN-3, IN-5, IN-6		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)		Cities: Ft. Wayne	<b>Counties:</b> Allen, Adams, Wells, Noble, Whitley, Steuben, DeKalb, LaGrange, Wabash, Huntington, Kosciusko	
Total HOPWA contract amount for this Organization for the operating year		\$135,500		
Organization's Website Address		<a href="http://positiveresourceconnection.org/">http://positiveresourceconnection.org/</a>		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		

<b>Project Sponsor Agency Name</b> Aspire Indiana, Inc.		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>		Julie Foltz, HIV Program Manager	
<b>Email Address</b>			
<b>Business Address</b>		9615 E 148th Street, Suite #1,	
<b>City, County, State, Zip,</b>		Noblesville, IN 46060	
<b>Phone Number (with area code)</b>		317-571-1818	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		3513141204	<b>Fax Number (with area code)</b> 317-674-0060
<b>DUN &amp; Bradstreet Number (DUNs):</b>		121585822	
<b>Congressional District of Project Sponsor's Business Address</b>		IN-4	
<b>Congressional District(s) of Primary Service Area(s)</b>		IN-4, IN-6	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		<b>Cities:</b> Lafayette, Monticello, Crawfordsville, Frankfort, Kokomo, Richmond, New Castle, Muncie, Marion	<b>Counties:</b> Case, Miami, Howard, Tipton, Tippecanoe, Benton, Newton, Warren, Fountain, Jasper, Clinton, Carroll, White, Montgomery, Grant, Delaware, Blackford, Jay, Randolph, Wayne, Henry, Union, Fayette, Decatur, Rush, Dearborn
<b>Total HOPWA contract amount for this Organization for the operating year</b>		\$182,900	
<b>Organization's Website Address</b>		<a href="http://www.AspireIndiana.org">www.AspireIndiana.org</a>	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <b>If yes, explain in the narrative section how this list is administered.</b>	

<b>Project Sponsor Agency Name</b> Indiana University Health Bloomington Hospital		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>		Jill Stowers, Clinical Lead Manager	
<b>Email Address</b>		JStowers@IUHealth.org	
<b>Business Address</b>		333 East Miller Dr	
<b>City, County, State, Zip,</b>		Bloomington IN 47401	
<b>Phone Number (with area code)</b>		812.353.3250	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		35-1720796	<b>Fax Number (with area code)</b> 812-234-2386
<b>DUN &amp; Bradstreet Number (DUNs):</b>		07-205-2137	
<b>Congressional District of Project Sponsor's Business Address</b>		IN-9	
<b>Congressional District(s) of Primary Service Area(s)</b>		IN-9, IN-8, Senate 40, House 61	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Cities: Bloomington and Terre Haute	<b>Counties:</b> OWEN, GREENE, LAWRENCE, MONROE, BROWN, BARTHOLOMEW  Vigo, Vermillion, Clay, Sullivan, Parke
<b>Total HOPWA contract amount for this Organization for the operating year</b>		\$122,000	
<b>Organization's Website Address</b>		<a href="http://www.iuhealth.org">www.iuhealth.org</a>	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <b>If yes, explain in the narrative section how this list is administered.</b>	

<b>Project Sponsor Agency Name</b> Hoosier Hills		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>		Dorothy Waterhouse, Treasurer	
<b>Email Address</b>		dwaterhouse@cchdaids.win.net	
<b>Business Address</b>		1301 Akers Avenue	
<b>City, County, State, Zip,</b>		Jeffersonville, Clark, IN 47130	
<b>Phone Number (with area code)</b>		812-288-2706	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		35-1987523	<b>Fax Number (with area code)</b>
<b>DUN &amp; Bradstreet Number (DUNS):</b>		5376940	
<b>Congressional District of Project Sponsor's Business Address</b>		IN-9	
<b>Congressional District(s) of Primary Service Area(s)</b>		IN-9	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Cities: Jeffersonville	<b>Counties:</b> JACKSON, JENNINGS, ORANGE, CRAWFORD, JEFFERSON, SWITZERLAND
<b>Total HOPWA contract amount for this Organization for the operating year</b>		\$19,734	
<b>Organization's Website Address</b>			
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

<b>Project Sponsor Agency Name</b> AIDS RESOURCE GROUP OF EVANSVILLE		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>		Stacey Easley, Intrim Executive Director	
<b>Email Address</b>		director@argevansville.org	
<b>Business Address</b>		201 NW 4 <sup>TH</sup> ST, STE B-7	
<b>City, County, State, Zip,</b>		Evansville, Vanderburgh IN 47708	
<b>Phone Number (with area code)</b>		812-421-0059	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		35-1834665	<b>Fax Number (with area code)</b> 812-424-9059
<b>DUN &amp; Bradstreet Number (DUNs):</b>		827745647	
<b>Congressional District of Project Sponsor's Business Address</b>		IN-8 IN-9	
<b>Congressional District(s) of Primary Service Area(s)</b>		IN-8	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Cities: Evansville	<b>Counties:</b> KNOX, DAVIESS, MARTIN, DUBOIS, PIKE, GIBSON, POSEY, VANDERBURGH, WARRICK, SPENCER, PERRY
<b>Total HOPWA contract amount for this Organization for the operating year</b>		\$176,934.91	
<b>Organization's Website Address</b>		<a href="http://www.argevansville.org">www.argevansville.org</a>	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>If yes, explain in the narrative section how this list is administered.</b>	

### 3. Administrative Subrecipient Information

Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

*Note: Please see the definitions for distinctions between project sponsor and subrecipient.*

*Note: If any information does not apply to your organization, please enter N/A.*

Subrecipient Name	N/A			Parent Company Name, <i>if applicable</i>
Name and Title of Contact at Subrecipient				
Email Address				
Business Address				
City, State, Zip, County				
Phone Number (with area code)				Fax Number (include area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs):				
North American Industry Classification System (NAICS) Code				
Congressional District of Subrecipient's Business Address				
Congressional District of Primary Service Area				
City (ies) <u>and</u> County (ies) of Primary Service Area(s)	Cities:			Counties:
Total HOPWA Subcontract Amount of this Organization for the operating year				

#### 4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

*Note: Please see the definition of a subrecipient for more information.*

*Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.*

*Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.*

Sub-recipient Name	N/A			Parent Company Name, if applicable
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency				
Email Address				
Business Address				
City, County, State, Zip				
Phone Number (included area code)				Fax Number (include area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address				
Congressional District(s) of Primary Service Area				
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

## **5. Grantee Narrative and Performance Assessment**

### **a. Grantee and Community Overview**

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. *Note: Text fields are expandable.*

**The Indiana Housing and Community Development Authority (IHCDA) is a HOPWA grantee supporting activities in the Indiana. Within the State of Indiana there are 12 HIV Care Coordination Regions as established by the Indiana State Department of Health (ISDH.) IHCDA ensures that sponsor organizations in each eligible organization receive a portion of HOPWA funds to support assistance to Hoosiers with HIV and/or AIDs.**

**Each HOPWA sponsor was selected by a Request for Qualifications process that solicited applications from the Indiana Department of Health care coordination sites. HOPWA awards were then determined by meeting required thresholds and then based on their proposed budget needs, proposed activities, current housing needs and the ISDH-published HIV/AIDS epidemiology reports from the previous year.**

**The HOPWA activities that were funded: long-term rental assistance, long term program delivery short-term rental assistance, mortgage assistance, utility assistance (STRUM), short term program delivery, facility-based operations, permanent housing placement, housing information services, supportive services and program administration.**

**The ISDH HIV Care Coordination Regions are as follows:**

#### **REGION 1**

**Counties Served: Lake, Porter, LaPorte**

**Sponsor Agency: AIDS Task Force of Porter and LaPorte County, Inc., dba The Aliveness Project**

**2016-2017 HOPWA Award: \$ 194,500**

#### **REGION 2**

**Counties Served: St. Joseph, Elkhart, Starke, Marshall, Pulaski, Fulton**

**Sponsor Agency: AIDS Ministries/AIDS Assist of North Indiana, Inc.**

**2016-2017 HOPWA Award: \$ 144,134**

#### **REGION 3**

**Counties Served: LaGrange, Steuben, Kosciusko, Noble, DeKalb, Whitley, Allen, Wabash, Huntington, Wells, Adams**

**Sponsor Agency: NE Indiana Positive Resource Connection.**

**2016-2017 HOPWA Award: \$ 135,500**

#### **REGIONS 4, 5, 6, and 9**

**Counties Served (Region 4): Newton, Jasper, Benton, White, Carroll, Warren, Tippecanoe, Clinton, Fountain, Montgomery**

**Counties Served (Region 5): Grant, Blackford, Jay, Delaware, Randolph**

**Counties Served (Region 6): Cass, Miami, Howard, Tipton, Hamilton, Hancock**

**Counties Served (Region 9): Henry, Wayne, Rush, Fayette, Union, Decatur, Franklin, Ripley, Dearborn, Ohio**

**Sponsor Agency: Aspire Indiana**

**2016-2017 HOPWA Award: \$ 182,900**

**REGION 8**

**Counties Served: Vermillion, Parke, Putnam, Vigo, Clay, Sullivan**  
**Sponsor Agency: Indiana University Health Bloomington Hospital**  
**2016-2017 HOPWA Award: Combined with Region 10**

**REGION 10 Counties Served: Owen, Greene, Monroe, Lawrence, Brown, Bartholomew**  
**Sponsor Agency: Indiana University Health Bloomington Hospital**  
**2016-2017 HOPWA Award: \$122,000**

**REGION 11**

**Counties Served: Jackson, Jennings, Orange, Jefferson, Switzerland, Crawford**  
**Sponsor Agency: Hoosier Hills AIDS Coalition**  
**2016-2017 HOPWA Award: \$19,734**

**REGION 12**

**Counties Served: Knox, Daviess, Martin, Gibson, Pike, Dubois, Posey, Vanderburgh, Warrick, Spencer, Perry**  
**Sponsor Agency: AIDS Resource Group, Inc.**  
**2016-2017 HOPWA Award: \$176,934.91**

**b. Annual Performance under the Action Plan**

Provide a narrative addressing each of the following four items:

**1. Outputs Reported.** Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

In 2016 HOPWA sponsors assisted 340 individual households with housing subsidy assistance, of which 111 received tenant-based rental assistance; 197 received short-term rent, mortgage, and utility assistance; 9 received TH; 24 received support through operating subsidies for permanent housing facilities, 33 received Permanent Housing Placement Services; and there were 49 households that we served more than one time. Additionally, 209 households received housing information services.

HOPWA funding was awarded and the budgets were: \$439,566 on tenant-based rental assistance; \$18,500 on Permanent Housing Facilities; \$164,663 short-term rent, mortgage, and utility assistance; \$30,726 on permanent housing placement services; \$207,550 was housing information services; \$51,408.71 was award to sponsors for program administration, and \$29,066 was award to IHCD for grant administration.

**2. Outcomes Assessed.** Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

\*With the limited funds, our sub grantees were able to support 340 households in 2016. In the previous year, we had rollover funds to help sub grantees extend their resources farther. This year we had very limited roll-over funds to help support the housing need of HIV/AIDS clients. Thanks to the efforts of our grantees, households were able to find safe, decent, sanitary housing in spite of the HIV/AIDS barriers that often serve as obstacles for clients.

Sub grantees provided 209 households for housing information services which represents an increase compared to the previous grant year. The STRMU goals were met due to the availability of affordable housing around Indiana.

**3. Coordination.** Report on program coordination with other mainstream housing and supportive services resources, including the use of committed leveraging from other public and private sources that helped to address needs for eligible persons identified in the Consolidated Plan/Strategic Plan.

Mainstream housing and supportive service resources for 2016 came from leverage sources such as the Ryan White Program, Indiana State Department of Health (ISDH), CDBG and other sources. Leveraging for the Ryan White program totaled \$200,000. Leveraging from ESG RRH operations was \$21,000. Leveraging from CDBG was \$9,000. Leveraging from ISDH was \$1,300,000. Total leveraging was \$2,718,47783. Total also includes other smaller leveraged funds geared to serving HIV population.

**4. Technical Assistance.** Describe any program technical assistance needs and how they would benefit program beneficiaries.

There were no program technical assistance needs reported by program beneficiaries.			
<input type="checkbox"/> HOPWA/HUD Regulations	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Housing Availability	<input type="checkbox"/> Rent Determination and Fair Market Rents
<input checked="" type="checkbox"/> Discrimination/Confidentiality	<input type="checkbox"/> Multiple Diagnoses	<input type="checkbox"/> Eligibility	<input type="checkbox"/> Technical Assistance or Training
<input type="checkbox"/> Supportive Services	<input checked="" type="checkbox"/> Credit History	<input type="checkbox"/> Rental History	<input checked="" type="checkbox"/> Criminal Justice History
<input checked="" type="checkbox"/> Housing Affordability	<input checked="" type="checkbox"/> Geography/Rural Access	<input type="checkbox"/> Other, please explain further	

**c. Barriers and Trends Overview**

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program’s ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered in the administration or implementation of the HOPWA program, how they affected your program’s ability to achieve the objectives and outcomes discussed, and, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

Most barriers include housing availability, criminal history, poor credit and lack of rental history. Further, economic conditions have made the acquisition of reasonably priced rental housing marginally more difficult. In certain rural areas and in the Southeast Indiana there have been difficulties finding housing that meets the housing quality standards. There is very little affordable quality housing in this area.

Additionally in rural counties, there is a lack of housing availability. The Section 8 waiting list through Evansville Housing Authority remains inaccessible, it does not currently accept applications and has not done so since June 2014.

2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

N/A

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.

N/A

**d. Unmet Housing Needs: An Assessment of Unmet Housing Needs**

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require HOPWA housing subsidy assistance but are not currently served by any HOPWA-funded housing subsidy assistance in this service area.

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.

**Note:** Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.

If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states' or municipalities' Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in your service area.

**Note:** In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.

**1. Planning Estimate of Area's Unmet Needs for HOPWA-Eligible Households**

1. Total number of households that have unmet housing subsidy assistance need.	72
2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	
a. Tenant-Based Rental Assistance (TBRA)	25
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	47
• Assistance with rental costs	23
• Assistance with mortgage payments	6
• Assistance with utility costs.	18
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	0

**2. Recommended Data Sources for Assessing Unmet Need (check all sources used)**

X	= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
X	= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
X	= Data from client information provided in Homeless Management Information Systems (HMIS)
X	= Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need including those completed by HOPWA competitive grantees operating in the region.
	= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
	= Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
X	= Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

**End of PART 1**

**PART 2: Sources of Leveraging and Program Income**

**1. Sources of Leveraging**

Report the source(s) of cash or in-kind leveraged federal, state, local or private resources identified in the Consolidated or Annual Plan and used in the delivery of the HOPWA program and the amount of leveraged dollars. In Column [1], identify the type of leveraging. Some common sources of leveraged funds have been provided as a reference point. You may add Rows as necessary to report all sources of leveraged funds. Include Resident Rent payments paid by clients directly to private landlords. Do NOT include rents paid directly to a HOPWA program as this will be reported in the next section. In Column [2] report the amount of leveraged funds expended during the operating year. Use Column [3] to provide some detail about the type of leveraged contribution (e.g., case management services or clothing donations). In Column [4], check the appropriate box to indicate whether the leveraged contribution was a housing subsidy assistance or another form of support.

*Note: Be sure to report on the number of households supported with these leveraged funds in Part 3, Chart 1, Column d.*

**A. Source of Leveraging Chart**

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance	0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$200,000		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program	0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit	0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME	0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care	\$111,918.77		<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant	\$21,000	Operations/ RRH	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:	\$ 1,300,000	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: CAG	\$135,000	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:	\$25,000	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: SPSP	\$45,000	Substance Abuse	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Private Funding			
Grants	\$619,500	Prevention/Care Coordination	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Grants	\$87,500	DEFA	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Grants	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources	\$8,000		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:	\$56,486	Nutritional food program	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:	\$1,000		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash	\$56,486.00	Donations	<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$108,073.06		
<b>TOTAL (Sum of all Rows)</b>	<b>\$2,718,477.83</b>		

## 2. Program Income and Resident Rent Payments

In Section 2, Chart A., report the total amount of program income and resident rent payments directly generated from the use of HOPWA funds, including repayments. Include resident rent payments collected or paid directly to the HOPWA program. Do NOT include payments made directly from a client household to a private landlord.

*Note: Please see report directions section for definition of program income. (Additional information on program income is available in the HOPWA Grantee Oversight Resource Guide).*

### A. Total Amount Program Income and Resident Rent Payment Collected During the Operating Year

<b>Program Income and Resident Rent Payments Collected</b>		<b>Total Amount of Program Income (for this operating year)</b>
1.	Program income (e.g. repayments)	\$41,040
2.	Resident Rent Payments made directly to HOPWA Program	0
3.	<b>Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)</b>	\$41,040.00

### B. Program Income and Resident Rent Payments Expended To Assist HOPWA Households

In Chart B, report on the total program income and resident rent payments (as reported above in Chart A) expended during the operating year. Use Row 1 to report Program Income and Resident Rent Payments expended on Housing Subsidy Assistance Programs (i.e., TBRA, STRMU, PHP, Master Leased Units, and Facility-Based Housing). Use Row 2 to report on the Program Income and Resident Rent Payment expended on Supportive Services and other non-direct Housing Costs.

<b>Program Income and Resident Rent Payment Expended on HOPWA programs</b>		<b>Total Amount of Program Income Expended (for this operating year)</b>
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$74,371.00
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$120,000
3.	<b>Total Program Income Expended (Sum of Rows 1 and 2)</b>	\$194,371.00

**End of PART 2**

**PART 3: Accomplishment Data Planned Goal and Actual Outputs**

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families.

*Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.*

**1. HOPWA Performance Planned Goal and Actual Outputs**

<b>HOPWA Performance Planned Goal and Actual</b>		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
<b>HOPWA Housing Subsidy Assistance</b>		<b>[1] Output: Households</b>				<b>[2] Output: Funding</b>	
1.	Tenant-Based Rental Assistance	112	111	0	0	\$439,566.00	\$432,820.36
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units (Households Served)	23	24	0	0	\$87,285.00	\$81,070.56
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units (Households Served)	5	9	0	0	\$18,500	\$25,414.44
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	0	0
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	0	0
4.	Short-Term Rent, Mortgage and Utility Assistance	208	197	0	0	\$164,663.20	\$161,634.68
5.	Permanent Housing Placement Services	33	33	0	0	\$30,726.00	\$23,403.00
6.	Adjustments for duplication (subtract)	7	34				
7.	<b>Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)</b>	374	340	0	0	\$ 740,740.20	\$724,343.04
<b>Housing Development (Construction and Stewardship of facility based housing)</b>		<b>[1] Output: Housing Units</b>				<b>[2] Output: Funding</b>	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)	17	20	0	0	\$68,785.00	\$68,785.00
9.	Stewardship Units subject to 3 or 10 year use agreements	0	0				
10.	<b>Total Housing Developed (Sum of Rows 8 &amp; 9)</b>	17	20	0	0	\$68,785.00	\$68,785.00
<b>Supportive Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	85	175			\$20,700.00	\$20,700.00
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	125	125			\$79,820	\$79,820
12.	Adjustment for duplication (subtract)	6	6				
13.	<b>Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. &amp; b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. &amp; 11b.)</b>	294	294			\$100,520.00	\$100,520.00
<b>Housing Information Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
14.	Housing Information Services	209	209			\$207,550.00	\$207,550.00
15.	<b>Total Housing Information Services</b>	209	209			\$207,550.00	\$207,550.00

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources					0	0
17.	Technical Assistance (if approved in grant agreement)					0	0
18.	Grantee Administration (maximum 3% of total HOPWA grant)					\$23,540.00	\$23,268.88
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$51,408.71	\$50,914.21
20.	<b>Total Grant Administration and Other Activities (Sum of Rows 16 – 19)</b>					\$74,948.71	\$74,183.09
<b>Total Expended</b>						<b>[2] Outputs: HOPWA Funds Expended</b>	
						<b>Budget</b>	<b>Actual</b>
21.	<b>Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)</b>					\$1,192,543.91	\$1,175,381.13

**IHCDA Comments:** The unexpended funds are being allocated to the 2017-2018 HOPWA year

## 2. Listing of Supportive Services

Report on the households served and use of HOPWA funds for all supportive services. Do NOT report on supportive services leveraged with non-HOPWA funds.

**Data check:** Total unduplicated households and expenditures reported in Row 17 equal totals reported in Part 3, Chart 1, Row 13.

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
		85	\$19,000.00
3.	Case management		
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services	25	\$300.00
11.	Mental health services		
12.	Outreach		
13.	Transportation	65	\$1,400.00
14.	Other Activity (if approved in grant agreement). Specify:		
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>	175	
16.	<b>Adjustment for Duplication (subtract)</b>		
17.	<b>TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)</b>	294	\$100,520.00

### 3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

**Data Check:** The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.

**Data Check:** The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of <u>Households</u> Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	<b>Total Short-term mortgage, rent and/or utility (STRMU) assistance</b>	197	\$161,634.68
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	11	\$8,963.56
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	4	\$3,830.48
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	83	\$74,805.07
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	26	\$29,928.53
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	70	\$29,787.98
g.	Direct program delivery costs (e.g., program operations staff time)		\$10,097.50

**End of PART 3**

**Part 4: Summary of Performance Outcomes**

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type. In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program.

**Data Check:** The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column[1].

**Note:** Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.

**Section 1. Housing Stability: Assessment of Client Outcomes on Maintaining Housing Stability (Permanent Housing and Related Facilities)**

**A. Permanent Housing Subsidy Assistance**

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
<b>Tenant-Based Rental Assistance</b>	111	76	1 Emergency Shelter/Streets	1	<i>Unstable Arrangements</i>
			2 Temporary Housing	3	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	24	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	0	
			5 Other Subsidy	5	
			6 Institution	0	<i>Unstable Arrangements</i>
			7 Jail/Prison	1	
			8 Disconnected/Unknown	1	
			9 Death	0	<i>Life Event</i>
<b>Permanent Supportive Housing Facilities/ Units</b>	24	17	1 Emergency Shelter/Streets	0	<i>Unstable Arrangements</i>
			2 Temporary Housing	0	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	2	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	1	
			5 Other Subsidy	1	
			6 Institution	0	<i>Unstable Arrangements</i>
			7 Jail/Prison	1	
			8 Disconnected/Unknown	2	
			9 Death	0	<i>Life Event</i>

**B. Transitional Housing Assistance**

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
<b>Transitional/ Short-Term Housing Facilities/ Units</b>	10	5	1 Emergency Shelter/Streets	0	<i>Unstable Arrangements</i>
			2 Temporary Housing	0	<i>Temporarily Stable with Reduced Risk of Homelessness</i>
			3 Private Housing	4	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	0	
			5 Other Subsidy	1	
			6 Institution	0	<i>Unstable Arrangements</i>
			7 Jail/Prison	0	
			8 Disconnected/unknown	0	
			9 Death	0	<i>Life Event</i>

B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months	5
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**Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)**

Report the total number of households that received STRMU assistance in Column [1].  
 In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient’s best assessment for stability at the end of the operating year.

Information in Column [3] provides a description of housing outcomes; therefore, data is not required.

At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

**Data Check:** The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.

**Data Check:** The sum of Column [2] should equal the number of households reported in Column [1].

**Assessment of Households that Received STRMU Assistance**

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
197	<b>Maintain Private Housing without subsidy</b> <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	121	<i>Stable/Permanent Housing (PH)</i>
	<b>Other Private Housing without subsidy</b> <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>	2	
	Other HOPWA Housing Subsidy Assistance	5	
	Other Housing Subsidy (PH)	0	
	<b>Institution</b> <i>(e.g. residential and long-term care)</i>	0	
	Likely that additional STRMU is needed to maintain current housing arrangements	63	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	<b>Transitional Facilities/Short-term</b> <i>(e.g. temporary or transitional arrangement)</i>	0	
	<b>Temporary/Non-Permanent Housing arrangement</b> <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>	3	
	Emergency Shelter/street	0	<i>Unstable Arrangements</i>
	Jail/Prison	1	
	Disconnected	2	
	Death	0	<i>Life Event</i>
	1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).		
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			34

### Section 3. HOPWA Outcomes on Access to Care and Support

#### 1a. Total Number of Households

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

Line [2]: For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance identify in the appropriate row the number of households that received HOPWA funded case management services.

**Note:** These numbers will help you to determine which clients to report Access to Care and Support Outcomes for and will be used by HUD as a basis for analyzing the percentage of households who demonstrated or maintained connections to care and support as identified in Chart 1b. below.

<b>Total Number of Households</b>	
<b>1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	374
b. Case Management	85
c. Adjustment for duplication (subtraction)	241
<b>d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)</b>	<b>218</b>
<b>2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> service:	
a. HOPWA Case Management	85
<b>b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance</b>	<b>19</b>

#### 1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

**Note:** For information on types and sources of income and medical insurance/assistance, refer to Charts below.

<b>Categories of Services Accessed</b>	<b>[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>Outcome Indicator</b>
1. Has a housing plan for maintaining or establishing stable on-going housing	340	19	<i>Support for Stable Housing</i>
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	340	19	<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	329	18	<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	336	18	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	322	17	<i>Sources of Income</i>

**Chart 1b., Line 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (Reference only)**

<ul style="list-style-type: none"> <li>• MEDICAID Health Insurance Program, or use local program name</li> <li>• MEDICARE Health Insurance Program, or use local program name</li> </ul>	<ul style="list-style-type: none"> <li>• Veterans Affairs Medical Services</li> <li>• AIDS Drug Assistance Program (ADAP)</li> <li>• State Children’s Health Insurance Program (SCHIP), or use local program name</li> </ul>	<ul style="list-style-type: none"> <li>• Ryan White-funded Medical or Dental Assistance</li> </ul>
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**Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)**

<ul style="list-style-type: none"> <li>• Earned Income</li> <li>• Veteran’s Pension</li> <li>• Unemployment Insurance</li> <li>• Pension from Former Job</li> <li>• Supplemental Security Income (SSI)</li> </ul>	<ul style="list-style-type: none"> <li>• Child Support</li> <li>• Social Security Disability Income (SSDI)</li> <li>• Alimony or other Spousal Support</li> <li>• Veteran’s Disability Payment</li> <li>• Retirement Income from Social Security</li> <li>• Worker’s Compensation</li> </ul>	<ul style="list-style-type: none"> <li>• General Assistance (GA), or use local program name</li> <li>• Private Disability Insurance</li> <li>• Temporary Assistance for Needy Families (TANF)</li> <li>• Other Income Sources</li> </ul>
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**1c. Households that Obtained Employment**

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.

*Note: This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.*

*Note: Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.*

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	91	0

**End of PART 4**

**PART 5: Worksheet - Determining Housing Stability Outcomes (optional)**

1. This chart is designed to assess program results based on the information reported in Part 4 and to help Grantees determine overall program performance. Completion of this worksheet is optional.

<b>Permanent Housing Subsidy Assistance</b>	<b>Stable Housing</b> (# of households remaining in program plus 3+4+5+6)	<b>Temporary Housing</b> (2)	<b>Unstable Arrangements</b> (1+7+8)	<b>Life Event</b> (9)
Tenant-Based Rental Assistance (TBRA)	0	0	0	0
Permanent Facility-based Housing Assistance/Units	0	0	0	0
Transitional/Short-Term Facility-based Housing Assistance/Units	0	0	0	0
<b>Total Permanent HOPWA Housing Subsidy Assistance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Reduced Risk of Homelessness: Short-Term Assistance</b>	<b>Stable/Permanent Housing</b>	<b>Temporarily Stable, with Reduced Risk of Homelessness</b>	<b>Unstable Arrangements</b>	<b>Life Events</b>
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	0	0	0	0
<b>Total HOPWA Housing Subsidy Assistance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Background on HOPWA Housing Stability Codes**

**Stable Permanent Housing/Ongoing Participation**

3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.

4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.

5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).

6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

**Temporary Housing**

2 = Temporary housing - moved in with family/friends or other short-term arrangement, such as Ryan White subsidy, transitional housing for homeless, or temporary placement in institution (e.g., hospital, psychiatric hospital or other psychiatric facility, substance abuse treatment facility or detox center).

**Unstable Arrangements**

1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).

7 = Jail /prison.

8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

**Life Event**

9 = Death, i.e., remained in housing until death. This characteristic is not factored into the housing stability equation.

**Tenant-based Rental Assistance:** Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

**Permanent Facility-Based Housing Assistance:** Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

**Transitional/Short-Term Facility-Based Housing Assistance:** Stable Housing is the sum of the number of households that (i) continue in the residences (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Other Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

**Tenure Assessment.** A baseline of households in transitional/short-term facilities for assessment purposes, indicate the number of households whose tenure exceeded 24 months.

**STRMU Assistance:** Stable Housing is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period and there is reasonable expectation that additional support is not needed in order to maintain permanent housing living situation (as this is a time-limited form of housing support) as reported under housing status: Maintain Private Housing with subsidy; Other Private with Subsidy; Other HOPWA support; Other Housing Subsidy; and Institution. Temporarily Stable, with Reduced Risk of Homelessness is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period or left their current housing arrangement for a transitional facility or other temporary/non-permanent housing arrangement and there is reasonable expectation additional support will be needed to maintain housing arrangements in the next year, as reported under housing status: Likely to maintain current housing arrangements, with additional STRMU assistance; Transitional Facilities/Short-term; and Temporary/Non-Permanent Housing arrangements. Unstable Situation is the sum of number of households reported under housing status: Emergency Shelter; Jail/Prison; and Disconnected.

**End of PART 5**

**PART 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)**

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.

*Note: See definition of Stewardship Units.*

**1. General information**

HUD Grant Number(s)	Operating Year for this report From (mm/dd/yy) To (mm/dd/yy) <input type="checkbox"/> Final Yr  <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6;  <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name	Date Facility Began Operations (mm/dd/yy)

**2. Number of Units and Non-HOPWA Expenditures**

Facility Name:	Number of Stewardship Units Developed with HOPWA funds	Amount of Non-HOPWA Funds Expended in Support of the Stewardship Units during the Operating Year
Total Stewardship Units (subject to 3- or 10- year use periods)		

**3. Details of Project Site**

Project Sites: Name of HOPWA-funded project	
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input type="checkbox"/> Not confidential; information can be made available to the public
<b>If the site is not confidential:</b> Please provide the contact information, phone, email address/location, if business address is different from facility address	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
Name & Title of Authorized Official of the organization that continues to operate the facility:	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program)	Contact Phone (with area code)

**End of PART 6**

**Part 7: Summary Overview of Grant Activities**

**A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)**

*Note: Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).*

**Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance**

**a. Total HOPWA Eligible Individuals Living with HIV/AIDS**

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

<b>Individuals Served with Housing Subsidy Assistance</b>	<b>Total</b>
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	340

**Chart b. Prior Living Situation**

In Chart b., report the prior living situations for all Eligible Individuals reported in Chart a. In Row 1, report the total number of individuals who continued to receive HOPWA housing subsidy assistance from the prior operating year into this operating year. In Rows 2 through 17, indicate the prior living arrangements for all new HOPWA housing subsidy assistance recipients during the operating year.

**Data Check:** *The total number of eligible individuals served in Row 18 equals the total number of individuals served through housing subsidy assistance reported in Chart a. above.*

<b>Category</b>		<b>Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance</b>
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	87
<b>New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year</b>		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	3
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	19
4.	Transitional housing for homeless persons	2
5.	<b>Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)</b>	24
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	0
7.	Psychiatric hospital or other psychiatric facility	0
8.	Substance abuse treatment facility or detox center	0
9.	Hospital (non-psychiatric facility)	0
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	171
13.	House you own	35
14.	Staying or living in someone else’s (family and friends) room, apartment, or house	20
15.	Hotel or motel paid for without emergency shelter voucher	1
16.	Other	0
17.	Don’t Know or Refused	1
18.	<b>TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)</b>	340

**c. Homeless Individual Summary**

In Chart c., indicate the number of eligible individuals reported in Chart b., Row 5 as homeless who also are homeless Veterans and/or meet the definition for Chronically Homeless (See Definition section of CAPER). The totals in Chart c. do not need to equal the total in Chart b., Row 5.

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	0	2

**Section 2. Beneficiaries**

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (as reported in Part 7A, Section 1, Chart a.), and all associated members of their household who benefitted from receiving HOPWA housing subsidy assistance (resided with HOPWA eligible individuals).

*Note: See definition of HOPWA Eligible Individual*

*Note: See definition of Transgender.*

*Note: See definition of Beneficiaries.*

**Data Check:** The sum of each of the Charts b. & c. on the following two pages equals the total number of beneficiaries served with HOPWA housing subsidy assistance as determined in Chart a., Row 4 below.

**a. Total Number of Beneficiaries Served with HOPWA Housing Subsidy Assistance**

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	340
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	33
3. Number of ALL other persons <b>NOT diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	147
<b>4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, &amp; 3)</b>	520

**b. Age and Gender**

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in Part 7, Section 2, Chart a., Row 4.

<b>HOPWA Eligible Individuals (Chart a, Row 1)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
1.	Under 18	0	0	0	0	0
2.	18 to 30 years	24	17	2	0	43
3.	31 to 50 years	120	61	0	0	181
4.	51 years and Older	91	23	2	0	116
5.	<b>Subtotal (Sum of Rows 1-4)</b>	235	101	4	0	340
<b>All Other Beneficiaries (Chart a, Rows 2 and 3)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
6.	Under 18	49	44	0	0	93
7.	18 to 30 years	22	8	0	1	31
8.	31 to 50 years	24	12	0	0	36
9.	51 years and Older	15	5	0	0	20
10.	<b>Subtotal (Sum of Rows 6-9)</b>	110	69	0	1	180
<b>Total Beneficiaries (Chart a, Row 4)</b>						
11.	<b>TOTAL (Sum of Rows 5 &amp; 10)</b>	345	170	4	1	520

**c. Race and Ethnicity\***

In Chart c., indicate the Race and Ethnicity of all beneficiaries receiving HOPWA Housing Subsidy Assistance as reported in Section 2, Chart a., Row 4. Report the race of all HOPWA eligible individuals in Column [A]. Report the ethnicity of all HOPWA eligible individuals in column [B]. Report the race of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [C]. Report the ethnicity of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [D]. The summed total of columns [A] and [C] equals the total number of beneficiaries reported above in Section 2, Chart a., Row 4.

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	0	0	0	0
2.	Asian	2	0	1	0
3.	Black/African American	107	0	66	0
4.	Native Hawaiian/Other Pacific Islander	0	0	1	0
5.	White	213	12	94	9
6.	American Indian/Alaskan Native & White	0	0	1	1
7.	Asian & White	0	0	0	0
8.	Black/African American & White	2	0	8	1
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	16	2	9	3
11.	Column Totals (Sum of Rows 1-10)	340	14	180	13
<p><b>Data Check:</b> Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.</p>					

\*Reference (data requested consistent with Form HUD-27061 Race and Ethnic Data Reporting Form)

**Section 3. Households**

**Household Area Median Income**

Report the area median income(s) for all households served with HOPWA housing subsidy assistance.

**Data Check:** The total number of households served with HOPWA housing subsidy assistance should equal Part 3C, Row 7, Column b and Part 7A, Section 1, Chart a. (Total HOPWA Eligible Individuals Served with HOPWA Housing Subsidy Assistance).

**Note:** Refer to [http://www.huduser.org/portal/datasets/il/il2010/select\\_Geography\\_mfi.odn](http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn) for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	226
2.	31-50% of area median income (very low)	77
3.	51-80% of area median income (low)	37
4.	<b>Total (Sum of Rows 1-3)</b>	340

**Part 7: Summary Overview of Grant Activities**

**B. Facility-Based Housing Assistance**

Complete one Part 7B for each facility developed or supported through HOPWA funds.

**Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds.** If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

**1. Project Sponsor/Subrecipient Agency Name (Required)**

Northeast Indiana Positive Resource Connection

**2. Capital Development**

**2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)**

*Note: If units are scattered-sites, report on them as a group and under type of Facility write "Scattered Sites."*

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility: Jack Ryan House
<input type="checkbox"/> New construction	\$	\$	<b>Type of Facility [Check <u>only one</u> box.]</b> <input checked="" type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input checked="" type="checkbox"/> Operating	\$68,785.00	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy): 12/1/2006
b.	Rehabilitation/Construction Dates:		Date started: 7/1/2016      Date Completed: 6/30/17
c.	Operation dates:		Date residents began to occupy: 2006 <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = 18      Total Units = 18
f.	Is a waiting list maintained for the facility?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year</i>
g.	What is the address of the facility (if different from business address)?		
h.	Is the address of the project site confidential?		<input checked="" type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

**2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)**

For units entered above in 2a. please list the number of HOPWA units that fulfill the following criteria:

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab	n/a	n/a	n/a	n/a
Rental units rehabbed	n/a	n/a	n/a	n/a
Homeownership units constructed (if approved)	n/a	n/a	n/a	n/a

**3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient**

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

*Note: The number units may not equal the total number of households served.*

**Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.**

**3a. Check one only**

- Permanent Supportive Housing Facility/Units
- Short-term Shelter or Transitional Supportive Housing Facility/Units

**3b. Type of Facility**

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

**Name of Project Sponsor/Agency Operating the Facility/Leased Units:**

Type of housing facility operated by the project sponsor/subrecipient	Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units					
	SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a. Single room occupancy dwelling	4					
b. Community residence	0					
c. Project-based rental assistance units or leased units		13	1			
d. Other housing facility <u>Specify:</u>						

**4. Households and Housing Expenditures**

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing	Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a. Leasing Costs		
b. Operating Costs	24	81,070.56
c. Project-Based Rental Assistance (PBRA) or other leased units		
d. Other Activity (if approved in grant agreement) <u>Specify:</u>		
e. Adjustment to eliminate duplication (subtract)		
f. TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)	24	81,070.56

**Part 7: Summary Overview of Grant Activities**

**B. Facility-Based Housing Assistance**

Complete one Part 7B for each facility developed or supported through HOPWA funds.

**Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds.** If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

**1. Project Sponsor/Subrecipient Agency Name (Required)**

AIDS Ministries
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**2. Capital Development**

**2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)**

*Note: If units are scattered-sites, report on them as a group and under type of Facility write "Scattered Sites."*

	Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
	<input type="checkbox"/> New construction	\$	\$	<b>Type of Facility [Check <u>only one</u> box.]</b> <input checked="" type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
	<input type="checkbox"/> Rehabilitation	\$	\$	
	<input type="checkbox"/> Acquisition	\$	\$	
	<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy):	
b.	Rehabilitation/Construction Dates:		Date started:      Date Completed:	
c.	Operation dates:		Date residents began to occupy: <input type="checkbox"/> Not yet occupied	
d.	Date supportive services began:		Date started: <input type="checkbox"/> Not yet providing services	
e.	Number of units in the facility:		HOPWA-funded units =                      Total Units =	
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year</i>	
g.	What is the address of the facility (if different from business address)?			
h.	Is the address of the project site confidential?		<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public	

**2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)**

For units entered above in 2a. please list the number of HOPWA units that fulfill the following criteria:

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab				
Rental units rehabbed				
Homeownership units constructed (if approved)				

**3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient**

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

*Note: The number units may not equal the total number of households served.*

**Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.**

**3a. Check one only**

- Permanent Supportive Housing Facility/Units
- Short-term Shelter or Transitional Supportive Housing Facility/Units

**3b. Type of Facility**

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

**Name of Project Sponsor/Agency Operating the Facility/Leased Units:** AIDS Ministries

Type of housing facility operated by the project sponsor/subrecipient	Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units					
	SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a. Single room occupancy dwelling						
b. Community residence						
c. Project-based rental assistance units or leased units	9					
d. Other housing facility <b>Specify:</b>						

**4. Households and Housing Expenditures**

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing	Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a. Leasing Costs	9	\$25,414.44
b. Operating Costs		
c. Project-Based Rental Assistance (PBRA) or other leased units		
d. Other Activity (if approved in grant agreement) <b>Specify:</b>		
e. <b>Adjustment to eliminate duplication (subtract)</b>		
f. <b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	9	\$25,414.44

